

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 06-2015)

Supporting Directive MILPERSMAN 1910-402/404
PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE	
Date: 22-May-2020	
1. From: Commanding Officer, Marine Corps Security Force Battalion, Bangor	2. UIC: 63402
3. To: (b)(6) USN, (b)(6)	
REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING	MILPERSMAN REFERENCE
(4a) SEPARATION BY REASON OF MISCONDUCT - DRUG ABUSE (Based on your positive urinalysis for THC dated 14 May 2020)	1910-146
(4b)	
(4c)	
Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).	
If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.	
YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)	ELECT
5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)	(b)(6)
6. To submit a written statement for consideration by separation authority.	
7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)	
8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)	
9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.	
10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.	
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.	
12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.	

FOR OFFICIAL USE ONLY
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ADMINISTRATIVE SEPARATION PROCESSING NOTICE Supporting Directive MILPERSMAN 1910-402/404
NAVPERS 1910/31 (Rev. 06-2015) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. For members who are reservists not on active duty: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. For members subject to reimbursement: You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. For members in civil confinement: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel: 18. Address of Military Counsel: 19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIALS APPROPRIATE BLOCK)

20. Do you intend to file an appeal? YES ☐ NO ☐ N/A ☒

21. Do you request separation before your appeal is decided or time for appeal has passed? YES ☐ NO ☐ N/A ☒

COMMAND CERTIFICATION (COMMANDING OFFICER OR BY DIRECTION)

22. Certifier's Name (Last, First, MI): (b)(6) Commanding Officer 23. Cert (b)(6) 24. Date: 2005 22

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI): (b)(6) 26. Service Member's Signature: (b)(6) 27. Date: 22 MAY 06

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI): (b)(6) 29. Service Member's Signature: (b)(6) 30. Date: 22 MAY 06

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI): 32. Counsel's Signature: 33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE Supporting Directive MILPERSMAN 1910-402/404
NAVPERS 1910/31 (Rev. 06-2015) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 24 JULY 2020

1. From: COMMANDING OFFICER, VAW-120

2. UIC: 09527

3. To: (b)(6)

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) SEPARATION BY REASON OF MISCONDUCT - COMMISSION OF A SERIOUS OFFENSE - FAILURE TO OBEY A LAWFUL ORDER AS EVIDENCED BY THE PRELIMINARY INQUIRY DATED (b)(6)

MILPERSMAN
1910-142

(4b) SEPARATION BY REASON OF MISCONDUCT - DRUG ABUSE AS EVIDENCED BY CIVILIAN ARREST ON OR ABOUT 08 JULY 2020.

MILPERSMAN
1910-146

(4c)

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

(b)(6)

6. To submit a written statement for consideration by separation authority.

7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)

9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.

10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

12. To general court-martial convening authority (GCMCA) review. If you have less than 6 years of total active and or reserve military service, GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.

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NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
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17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)	YES	NO	N/A
20. Do you intend to file an appeal?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

COMMAND CERTIFICATION (COMMANDING OFFICER OR BY DIRECTION)

22. Certifier's Name (Last, First, MI): (b)(6)	23. Certifier's Signature: (b)(6)	24. Date: 27 Sep 20
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MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI): (b)(6)	26. Service Member's Signature: (b)(6)	27. Date: 07-25-2020
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MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI): (b)(6)	29. Service Member's Signature: (b)(6)	30. Date: 07-25-2020
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COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI):	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE Supporting Directive MILPERSMAN 1910-402/404
NAVPERS 1910/31 (Rev. 06-2015) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE		
Date: 14-Sep-2020		
1. From: Commanding Officer, USS FARRAGUT (DDG 99)		2. UIC: 23130
3. To: (b)(6)		
REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING:		MILPERSMAN REFERENCE
(4a) Separation by Reason of Misconduct - Pattern of Misconduct - Guilty at CO's Mast on 27APR20, Violation of UCMJ Articles 115 and 128 - NAVPERS 1070/613 dtd 27APR20 - Guilty at CO's Mast on 03SEP20 Separation by Reason of Misconduct - Drug Abuse - CO's Mast held on 03SEP20 where member was found guilty based on positive urinalysis result		1910-140 1910-146
(4b)		
(4c)		
Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).		
If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.		
YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCKS)	ELECT	WAIVE
5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)	(b)(6)	
6. To submit a written statement for consideration by separation authority		
7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)		
8. To request an administrative board, if you have 6 or more years of total active and/or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)		
9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and/or reserve military service.		
10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active and/or reserve military service.		
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction in reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.		
12. To general court-martial convening authority (GCMCA) review, if you have less than 5 years of total active and/or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.		

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ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 06-2015)

Supporting Directive MILPERSMAN 1910-402/404
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NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
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17. Name of Military Counsel: N/A	18. Address of Military Counsel: N/A	19. Phone Number:
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CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)	YES	NO	N/A
20. Do you intend to file an appeal?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

COMMAND CERTIFICATION (COMMANDING OFFICER OR BY DEIRECTION)

22. Certifier's Name (Last, First, MI): (b)(6)	23. Certifier's Signature: (b)(6)	24. Date: 14Sep2020
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MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI): (b)(6)	26. Service Member's Signature: (b)(6)	27. Date: 14SEP2020
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MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI): (b)(6)	29. Service Member's Signature: (b)(6)	30. Date: 14 SEP 2020
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COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI): N/A	32. Counsel's Signature: N/A	33. Date:
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ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019) PREVIOUS EDITIONS ARE OBSOLETE

Supporting Directive MILPERSMAN 1910-402

NOTIFICATION PROCEDURE

Date: 6 NOVEMBER 2020

1. From: COMMANDING OFFICER, USS GEORGE H. W. BUSH (CVN 77)

2. UIC: 23170

3. To: (b)(6) USN

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) Separation by Reason of Misconduct - Pattern of Misconduct (As evidenced by two Nonjudicial Punishments within current enlistment dated 12 December 2019 and 5 November 2020).

1910 - 140

(4b) Separation by Reason of Misconduct - Drug Abuse (As evidenced by VUCMJ Art. 112a - Wrongful use, possession, etc., of controlled substances on or about 2 October 2020).

1910-146

(4c)

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-168 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT.

WAVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

6. To submit a written statement for consideration by separation authority.

7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board, if you have 6 or more years of total active and/or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)

9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and/or reserve military service.

10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and/or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.

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ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019)

Supporting Directive MILPERSMAN 1910-402

PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
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17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT, INITIAL APPROPRIATE BLOCK)	YES	NO	N/A
20. Do you intend to file an appeal?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

COMMAND CERTIFICATION (COMMANDING OFFICER OR, BY DIRECTION)

22. Certifier's Name (Last, First, MI): (b)(6) LT, JAGC, BY DIRECTION	23. Certifier's Signature: (b)(6)	24. Date: 13 Nov 2020
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MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI): (b)(6)	26. Service Member's Signature: (b)(6)	27. Date: 13 Nov 2020
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MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI): (b)(6)	29. Service Member's Signature: (b)(6)	30. Date: 13 Nov 2020
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COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

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ADMINISTRATIVE SEPARATION PROCESSING NOTICE Supporting Directive MILPERSMAN 1910-402
NAVPERS 1910/31 (Rev. 08-2019) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 4 February 2020

1. From: Commanding Officer, USS GERALD R. FORD (CVN 78)

2. UIC: 23173

3. To: (b)(6) J.S. Navy

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) Separation by Reason of Misconduct - Drug Abuse as evidenced by the positive urinalysis of 24 December 2019.

1910-146

(4b)

(4c)

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-186 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

(b)(6)

6. To submit a written statement for consideration by separation authority.

7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)

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11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

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Enclosure: (2)

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NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)	YES	NO	N/A
20. Do you intend to file an appeal?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")

22. Certifier's Name (Last, First, MI): (b)(6) LCDR, JAGC, USN, By direction	23. Certifier's Signature: (b)(6)	24. Date: 4 FEB 2020
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MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI): (b)(6)	26. Service Member's Signature: (b)(6)	27. Date: 6 FEB 2020
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MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI): (b)(6)	29. Service Member's Signature: (b)(6)	30. Date: 6 FEB 2020
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COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

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PRIVACY SENSITIVE

Enclosure (1)
PAGE 2 of 2

ADMINISTRATIVE SEPARATION PROCESSING NOTICE Supporting Directive MILPERSMAN 1910-402/404
NAVPERS 1910/31 (Rev. 08-2015) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 28-Oct-2020

1. From: Commanding Officer, PCU DANIEL INOUE (DDG 118) 2. UIC: 51099

3. To: (b)(6) USN

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING **MILPERSMAN REFERENCE**

(4a)	Reason of Misconduct due to Drug Abuse as evidenced by testing positive for marijuana	1910-146
(4b)		
(4c)		

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-188 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK) **ELECT** **WAIVE**

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)
6. To submit a written statement for consideration by separation authority.
7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)
8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)
9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.
10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction in reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.
12. To general court-martial convening authority (GCMCA) review, if you have less than 8 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-632) for review. If elected, GCMCA or higher assumes separation authority responsibility.

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ADMINISTRATIVE SEPARATION PROCESSING NOTICE Supporting Directive MILPERSMAN 1910-402/404
NAVPERS 1910/31 (Rev. 06-2015) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)	YES	NO	N/A
20. Do you intend to file an appeal?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

COMMAND CERTIFICATION (COMMANDING OFFICER OR BY DIRECTOR)

22. Certifier's Name (Last, First, MI): (b)(6)	23. Certifier's Signature: (b)(6)	24. Date: 28 Oct 20
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MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI): (b)(6)	26. Service Member's Signature: (b)(6)	27. Date: 29 Oct 20
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MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI): (b)(6)	29. Service Member's Signature: (b)(6)	30. Date: 29 Oct 20
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COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI):	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019)

Supporting Directive MILPERSMAN 1910-402

PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 9 February 2020

1. From: Commanding Officer, USS DWIGHT D. EISENHOWER (CVN 69)

2. UIC: 03369

3. To: (b)(6) USN, XXX-X (b)(6)

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) SEPARATION BY REASON OF MISCONDUCT - DRUG ABUSE - AS EVIDENCED BY YOUR USE OF MARIJUANA ON OR ABOUT 10 JANUARY 2020.

1910-146

(4b)

(4c)

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

(b)(6)

6. To submit a written statement for consideration by separation authority.

7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)

9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.

10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.

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Page 1 of 2

ENCLOSURE (3)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019)

Supporting Directive MILPERSMAN 1910-402
PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)	YES	NO	N/A
20. Do you intend to file an appeal?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

COMMAND CERTIFICATION (COMMANDING OFFICER OR (b)(6))	
22. Certifier's Name (Last, First, MI): (b)(6) LNC, USN, By Direction	24. Date: 9 Feb 20

MEMBER CERTIFICATION		
I ACKNOWLEDGE RECEIPT OF THIS NOTICE.		
25. Service Member's Name (Last, First, MI): (b)(6)	26. Service Member's Signature: (b)(6)	27. Date: 09 FEB 20

MY RESPONSE TO THIS NOTICE IS COMPLETE.		
28. Service Member's Name (Last, First, MI): (b)(6)	29. Service Member's Signature: (b)(6)	30. Date: 09 FEB 20

COUNSEL CERTIFICATION (IF APPLICABLE)		
31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

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Page 2 of 2
 ENCLOSURE (3)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE Supporting Directive MILPERSMAN 1910-402/404
NAVPERS 1910/31 (Rev. 06-2016) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 15 January 2020

1. From: Commanding Officer, Fleet Readiness Center Mid-Atlantic

2. UIC: 44490

3. To: (b)(6) JSNR, XXX-XX (b)(6)

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) Separation by Reason of Misconduct - Drug Abuse (UCMJ Art. 112a), as evidenced by Command Investigation of (b)(6)

1910-146

(4b)

(4c)

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-108 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIALS APPROPRIATE BLOCK)

☒ SELECT ☐ WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

6. To submit a written statement for consideration by separation authority.

7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board, if you have 6 or more years of total active and/or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)

9. To representation of an administrative board by qualified counsel, if you have 6 or more years of total active and/or reserve military service.

10. To representation of an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed. If you are being processed for misconduct, Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

12. To general court-martial convening authority (GCMCA) review, if you have less than 5 years of total active and/or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.

FOR OFFICIAL USE ONLY
 PRIVACY SENSITIVE

Page 1 of 2

ENCLOSURE (7)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE Supporting Directive MILPERSMAN 1910-402/404
NAVPERS 1910/31 (Rev. 06-2016) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (Continued)

ADDITIONAL NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.

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15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.

16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel: DSO-SE	18. Address of Military Counsel: 153 ELLYSON AVE, SUITE C-8106 625C NAVAL AIR STATION PENSACOLA, FL 32508	19. Phone Number: (b)(6)
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CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)	YES	NO	N/A
20. Do you intend to file an appeal?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

COMMAND CERTIFICATION (COMMANDING OFFICER OR BY DELEGATION)

22. Certifier's Name (Last, First, MI): (b)(6)	23. Certifier's Signature: (b)(6)	24. Date: 15 JAN 2020
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MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI): (b)(6)	26. Service Member's Signature: (b)(6)	27. Date: 16 Jan 2020
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MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI): (b)(6)	29. Service Member's Signature: (b)(6)	30. Date: 27 JAN 2020
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COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI):	32. Counsel's Signature:	33. Date:
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ADMINISTRATIVE BOARD PROCEDURE

Date: 17-Apr-2020

1. From: Commanding Officer, Naval Air Station Jacksonville, Florida

2. UIC: 00207

3. To: (b)(6)

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) Separation by Reason of Misconduct - Commission of a Serious Offense as evidenced by NCIS Report of Investigation of (b)(6) for VUCMJ, Article 120b Sexual Abuse of a Child. 1910-142
1910-214

(4b)

(4c)

Least Favorable Characterization of Service Possible is Under Other Than Honorable Conditions.

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)
6. To submit statements to the administrative board or to the separation authority in lieu of a board.
7. To obtain copies of documents that will be forwarded to the separation authority supporting the basis for the proposed separation. (Classified documents will be summarized in unclassified form.)
8. To request an administrative board. (Failure to appear without good cause constitutes a waiver of the right to be present at the administrative board.)
9. To representation at an administrative board by qualified counsel.
10. To representation at an administrative board by civilian counsel at your own expense.
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to a reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

(b)(6)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE Supporting Directive MILPERSMAN 1910-402/404
NAVPERS 1910/31 (Rev. 06-2015) PREVIOUS EDITIONS ARE OBSOLETE

ADMINISTRATIVE BOARD PROCEDURE (continued)

ADDITIONAL NOTICE:

12. If you commence a period of unauthorized absence subsequent to receiving this notice, the administrative separation processing may continue in your absence.
13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your designated mailing address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
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17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:
N/A	N/A	N/A

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)	YES	NO	N/A
20. Do you intend to file an appeal?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")

22. Certifier's Name (Last, First, MI): (b)(6) LT. JAGC, USN By DIRECTION	23. Certifier's Signature: (b)(6)	24. Date: 17 Apr 20
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MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI): (b)(6)	26. Service Member's Signature: (b)(6)	27. Date: 17 Apr 20
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MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI): (b)(6)	29. Service Member's Signature: (b)(6)	30. Date: 17 Apr 20
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COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/34 (Rev. 08-2019)

PREVIOUS EDITIONS ARE OBSOLETE

Supporting Directive MILPERSMAN 1910-402
PREVIOUS EDITIONS ARE OBSOLETE

ADMINISTRATIVE BOARD PROCEDURE

Date: 29-Jan-2020

1. From: Commander, Fleet Activities Okinawa

2. DDC: 61056

3. To: (b)(6)

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) Commission of a Serious Offense (b)(6) (b)(6)	(b)(6)	1910-142
(4b)		
(4c)		

Least Favorable Characterization of Service Possible is Under Other Than Honorable Conditions.

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

SELECT **WAIVE**

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)
6. To submit statements to the administrative board or to the separation authority in lieu of a board.
7. To obtain copies of documents that will be forwarded to the separation authority supporting the basis for the proposed separation. (Classified documents will be summarized in unclassified form.)
8. To request an administrative board. (Failure to appear without good cause constitutes a waiver of the right to be present at the administrative board.)
9. To representation at an administrative board by qualified counsel.
10. To representation at an administrative board by civilian counsel at your own expense.
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to a reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to Transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

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ADMINISTRATIVE SEPARATION PROCESSING NOTICE Supporting Directive MILPERSMAN 1910-402
NAVPERS 1910/31 (Rev. 08-2019) PREVIOUS EDITIONS ARE OBSOLETE

ADMINISTRATIVE BOARD PROCEDURE (continued)

ADDITIONAL NOTICE

12. If you commence a period of unauthorized absence subsequent to receiving this notice, the administrative separation processing may continue in your absence.
13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your designated mailing address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel: LT (b)(6) JAGC, USN	18. Address of Military Counsel: Defense Service Office Western Pacific PSC 473 BOX 14 TPO AP 96349	19. Phone Number: (b)(6)
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CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)	YES	NO	N/A
20. Do you intend to file an appeal?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

COMMAND CERTIFICATION (COMMANDING OFFICER OR BY DIRECTION)		
22. Certifier's Name (Last, First, MI): (b)(6)	23. (b)(6) JAGC USN	24. Date: 29 Jan 2020

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI): (b)(6)	26. Service Member's Signature: (b)(6)	27. Date: 29 JAN 20
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MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI): (b)(6)	29. Service Member's Signature: (b)(6)	30. Date: 29 JAN 20
--	---	------------------------

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI): (b)(6)	33. Date: 29 Jan 20
---	------------------------

ADMINISTRATIVE SEPARATION PROCESSING NOTICE

Supporting Directive MILPERSMAN 1910-402

NAVPERS 1910/31 (Rev. 08-2019)

PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 09-Jan-2020

1. From: Commanding Officer, Naval Construction Training Center, Port Hueneme, CA

2. UIC: 30633

3. To: (b)(6)

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) Separation by Reason of Misconduct - Commission of a Serious Offense as evidenced by the
 (b)(6) Sheriff (b)(6) and the sworn affidavit of
 (b)(6)

1910-142

(4b)

(4c)

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense.
 (Non-lawyer counsel may be appointed as determined by commanding officer.)

(b)(6)

6. To submit a written statement for consideration by separation authority.

7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board. If you have 6 or more years of total active and or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)

9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.

10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.

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Page 1 of 2

ADMINISTRATIVE SEPARATION PROCESSING NOTICE

Supporting Directive MILPERSMAN 1910-402

NAVPERS 1910/31 (Rev. 08-2019)

PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. For members who are reservists not on active duty: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. For members subject to reimbursement: You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. For members in civil confinement: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:

18. Address of Military Counsel:

19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)

YES

NO

N/A

20. Do you intend to file an appeal?

☐☐☐

21. Do you request separation before your appeal is decided or time for appeal has passed?

☐☐☐

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")

22. Certifier's Name (Last, First, MI):

23. (b)(6)

24. Date:

(b)(6) Legal Officer, By Direction

09-Jan-2020

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)

(b)(6)

27. Date:

(b)(6)

09-Jan-2020

MY RESPONSE TO THIS NOTICE IS COMPLETE.

(b)(6)

28. Service Member's Name (Last, First, MI)

30. Date:

(b)(6)

16 JAN 2020

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)

32. Counsel's Signature:

33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE

Supporting Directive MILPERSMAN 1910-402/404

NAVPERS 1910/31 (Rev. 06-2015)

PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 26 NOV 2019

1. From: COMMANDING OFFICER, NAVSUP FLEET LOGISTICS CENTER NORFOLK

2. UIC: N00189

3. To: (b)(6)

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) SEPARATION BY REASON OF MISCONDUCT- COMMISSION OF A SERIOUS OFFENSE, TO WIT VIOLATION OF THE UCMJ ART. 107 AS EVIDENCED BY THE PRELIMINARY INQUIRY DATED (b)(6)

MILPERSMAN
1910-142

(4b) SEPARATION BY REASON OF MISCONDUCT- COMMISSION OF A SERIOUS OFFENSE, TO WIT VIOLATION OF THE UCMJ ART. 132 AS EVIDENCED BY THE PRELIMINARY INQUIRY DATED (b)(6)

MILPERSMAN
1910-142

(4c)

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-165 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)
6. To submit a written statement for consideration by separation authority.
7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)
8. To request an administrative board, if you have 6 or more years of total active and/or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)
9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and/or reserve military service.
10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.
12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and/or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.

(b)(6)

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Page 1 of 2

ENCLOSURE (2)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 06-2015)

Supporting Directive MILPERSMAN 1910-402/404
PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:

DSO SE

18. Address of Military Counsel:

DSO - SE

(b)(6)

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)

(YES) (NO) (N/A)

20. Do you intend to file an appeal?

☐ ☐ ☐

21. Do you request separation before your appeal is decided or time for appeal has passed?

☐ ☐ ☐

COMMAND CERTIFICATION (COMMANDING OFFICER OR (b)(6))

22. Certifier's Name (Last, First, MI):

(b)(6)

24. Date:

2 DEC 2019

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI):

(b)(6)

26. Service Member's Signature:

(b)(6)

27. Date:

62 DEC 2019

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI):

(b)(6)

29. Service Member's Signature:

(b)(6)

30. Date:

03 Dec 2019

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI):

32. Counsel's Signature:

33. Date:

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Page 2 of 2

ENCLOSURE (2)

165

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 06-2015)

Supporting Directive MILPERSMAN 1910-402/404
PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 20 April 2020

1. From: Commanding Officer, Helicopter Sea Combat Squadron TWO ONE

2. UIC: 42300

3. To: (b)(6) XXX-XX (b)(6)

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) Separation by Reason of Misconduct - Pattern of Misconduct; Commission of a Serious Offense
 (b)(6) was found guilty of V/UCMJ Article 113 on 13 Feb 2020 at NJP by CDR (b)(6)
 (b)(6) (b)(6) signed a NAVPERS Form 1070/613 on 13 Feb 20 demonstrating (b)(6)
 knowledge of the repercussions of subsequent misconduct. (b)(6) was found guilty of
 V/UCMJ Article 92 on 17 April 2020 at NJP by CDR (b)(6) (b)(6) was previously
 found guilty of V/UCMJ Article 105 on 28 Jan 2020 at XO1 by CDR (b)(6)

1910-140

1910-142

(4b)

(4c)

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense.
(Non-lawyer counsel may be appointed as determined by commanding officer.)

6. To submit a written statement for consideration by separation authority.

7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. *(Classified documents will be summarized in unclassified form.)*

8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. *(Failure to appear without good cause constitutes a waiver to be present at administrative board.)*

9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.

10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.

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Page 1 of 2

Enclosure (10)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE

Supporting Directive MILPERSMAN 1910-402/404

NAVPERS 1910/31 (Rev. 06-2015)

PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. For members who are reservists not on active duty: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. For members subject to reimbursement: You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. For members in civil confinement: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:

18. Address of Military Counsel:

19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)

YES

NO

N/A

20. Do you intend to file an appeal?

☐☐☐

21. Do you request separation before your appeal is decided or time for appeal has passed?

☐☐☐

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")

22. Certifier's Name (Last, First, MI):

(b)(6)

23. Certifier's Signature:

(b)(6)

24. Date:

20 APR 20

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)

(b)(6)

26. Service Member's Signature:

(b)(6)

27. Date:

20 APR 20

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)

(b)(6)

29. Service Member's Signature:

(b)(6)

30. Date:

20 APR 20

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)

32. Counsel's Signature:

33. Date:

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Enclosure (10)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019)

Supporting Directive MILPER3MAN 1910-402
PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE		
Date: 05-Nov-2019		
1. From: Commanding Officer, Explosive Ordnance Disposal Mobile Unit FIVE	2. UIC: 30215	
3. To: (b)(6) USN		
REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING		MILPER3MAN REFERENCE
(4a) Separation by Reason of Misconduct - Pattern of Misconduct (As evidenced by NJP held on 23-Aug-19 and 17-Sep-19).		1910-140
(4b)		
(4c)		
Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).		
If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPER3MAN 1910-166 is not a reason for administrative separation processing.		
YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)		ELECT WAIVE
5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)		(b)(6)
6. To submit a written statement for consideration by separation authority.		
7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)		
8. To request an administrative board. If you have 6 or more years of total active and or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)		
9. To representation at an administrative board by qualified counsel. If you have 6 or more years of total active and or reserve military service.		
10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.		
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.		
12. To general court-martial convening authority (GCMCA) review. If you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.		

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ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019)

Supporting Directive MILPERSMAN 1910-402
PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE:

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)	YES	NO	N/A
20. Do you intend to file an appeal?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")

22. Certifier's Name (Last, First, MI): (b)(6)	23. Signature: (b)(6)	24. Date: 7 Nov 17
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MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI): (b)(6)	26. Service Member's Signature: (b)(6)	27. Date: 02 Nov 2019
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MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI): (b)(6)	29. Service Member's Signature: (b)(6)	30. Date: 07 Nov 2019
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COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI):	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE Supporting Directive MILPERSMAN 1910-402
 NAVPERS 1910/31 (Rev. 08-2019) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 01-Oct-2020

1. From: COMMANDING OFFICER, NIMITZ OPERATIONAL INTELLIGENCE CENTER 2. UIC: 53260

3. To: (b)(6) USN

REASONS FOR ADMINISTRATIVE SEPARATION PROCESSING MILPERSMAN REFERENCE

(4a)	SEPARATION BY REASON OF MISCONDUCT - PATTERN OF MISCONDUCT as evidenced by Non-Judicial Punishment dtd 27 Aug 20, Non-Judicial Punishment dtd 30 Jun 20, and Non-Judicial Punishment dtd 1 Aug 2019.	1910-140
(4b)		
(4c)		

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK) NAME/ELECT WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)
6. To submit a written statement for consideration by separation authority.
7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)
8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.
8. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.
10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.
12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019)

Supporting Directive MILPERSMAN 1910-402
PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. For members who are reservists not on active duty: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. For members subject to reimbursement: You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. For members in civil confinement: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:

18. Address of Military Counsel:

19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)

20. Do you intend to file an appeal?

☐

☐

☒

21. Do you request separation before your appeal is decided or time for appeal has passed?

☐

☐

☒

COMMAND CERTIFICATION (COMMANDING OFFICER OR BY DIRECTION)

22. Certifier's Name (Last, First, MI):

(b)(6)

CAPT, USN

23. Certifier's Signature:

(b)(6)

24. Date:

25 SEP 20

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)

(b)(6)

USN

(b)(6)

27. Date:

01 OCT 20

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)

(b)(6)

USN

(b)(6)

30. Date:

01 OCT 20

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)

32. Counsel's Signature:

33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE Supporting Directive MILPERSMAN 1910-402/404
 NAVPERS 1910/31 (Rev. 06-2015) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 18 May 2020

1. From: Commanding Officer, Coastal Riverine Squadron TWO

2. UIC: 3371B

3. To: (b)(6)

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) Separation by Reason of Misconduct - Minor Disciplinary Infractions as evidenced by multiple enlisted counseling chits and by CO's Mast held on 1 May 2020.

1910-138

(4b)

(4c)

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS/INITIAL APPROPRIATE BLOCK

ELECT

WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

(b)(6)

6. To submit a written statement for consideration by separation authority.

7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)

9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.

10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.

ADMINISTRATIVE SEPARATION PROCESSING NOTICE Supporting Directive MILPERSMAN 1910-402/404
NAVPERS 1910/31 (Rev. 06-2015) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel: DSO SE	18. Address of Military Counsel: 9 620 Maryland Ave Norfolk VA 23504	19. Phone Number: (b)(6)
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CIVILIAN CONVICTION/APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)	YES	NO	N/A
20. Do you intend to file an appeal?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")

22. Certifier's Name (Last, First, MI): (b)(6)	23. Certifier's Signature: (b)(6)	24. Date: 18 MAY 2020
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MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE

25. Service Member's Name (Last, First, MI): (b)(6)	26. Service Member's Signature: (b)(6)	27. Date: 18 MAY 2020
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MY RESPONSE TO THIS NOTICE IS COMPLETE

28. Service Member's Name (Last, First, MI): (b)(6)	29. Service Member's Signature: (b)(6)	30. Date: 18 MAY 2020
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COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:
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ADMINISTRATIVE SEPARATION PROCESSING NOTICE Supporting Directive MILPERSMAN 1910-402/404
NAVPER 1910/31 (Rev. 06-2015) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 15-Jul-2020

1. From: Commanding Officer, Navy Medicine Training Support Center

2. UIC: 41620

3. To: (b)(6) USNR

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a)	SEPARATION BY REASON OF MISCONDUCT - COMMISSION OF A SERIOUS OFFENSE (ASSAULT) (AS EVIDENCED BY NON-JUDICIAL PUNISHMENT OF 10 JAN 19)	1910-142
(4b)	SEPARATION BY REASON OF MISCONDUCT - COMMISSION OF A SERIOUS OFFENSE (ASSAULT IN WHICH GRIEVOUS BODILY HARM IS INFLICTED) (AS EVIDENCED BY VICTIM MEDICAL RECORD EXCERPTS AND (b)(6) COUNTY (b)(6))	1910-142
(4c)	N/A	N/A

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-168 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

☐ ELECT

☐ WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)
6. To submit a written statement for consideration by separation authority.
7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)
8. To request an administrative board, if you have 6 or more years of total active and/or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)
9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and/or reserve military service.
10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.
12. To general court-martial convening authority (GCMCA) review, if you have less than 8 years of total active and/or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-032) for review. If elected, GCMCA or higher assumes separation authority responsibility.

(b)(6)

FOR OFFICIAL USE ONLY
 PRIVACY SENSITIVE

Page 1 of 2
 ENCLOSURE (1)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE Supporting Directive MILPERSMAN 1910-402/404
NAVPERS 1910/31 (Rev. 06-2015) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)

	(YES)	(NO)	(NA)
20. Do you intend to file an appeal?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

COMMAND CERTIFICATION (COMMANDING OFFICER OR BY DIRECTION)

22. Certifier's Name (Last, First, MI): (b)(6) LT, JAGC, Bydico	23. Certifier's Signature: (b)(6)	24. Date: 15-Jul-2020
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MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI): (b)(6)	26. Service Member's Signature: (b)(6)	27. Date: JULY 15 2020
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MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI): (b)(6)	29. Service Member's Signature: (b)(6)	30. Date: JULY 23 2020
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COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI):	32. Counsel's Signature:	33. Date:

FOR OFFICIAL USE ONLY
 PRIVACY SENSITIVE

Page 2 of 2
 ENCLOSURE (1)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019)

Supporting Directive MILPERSMAN 1910-402

PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 6 February 2020

1. From: Commanding Officer, USS DWIGHT D. EISENHOWER (CVN 69)

2. VIC: 03369

3. To: (b)(6) USN, XXX-XX (b)(6)

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) SEPARATION BY REASON OF MISCONDUCT - DRUG ABUSE - AS EVIDENCED BY YOUR POSSESSION OF MARIJUANA ONOR ABOUT 2 JANUARY 2020.

1910-146

(4b)

(4c)

Least Favorable Characterization of Service Possible Is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)
6. To submit a written statement for consideration by separation authority.
7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)
8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)
9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.
10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.
12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.

(b)(6)

FOR OFFICIAL USE ONLY
 PRIVACY SENSITIVE

Page 1 of 2
 ENCLOSURE (3)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE

Supporting Directive MILPERSMAN 1910-402

NAVPERS 1910/31 (Rev. 08-2019)

PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve, and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:

18. Address of Military Counsel:

19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)

YES

NO

N/A

20. Do you intend to file an appeal?

☐☐☒

21. Do you request separation before your appeal is decided or time for appeal has passed?

☐☐☒

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")

22. Certifier's Name (Last, First, MI):

(b)(6)

24. Date:

(b)(6)

LT, JAGC, USN, By Direction

6 FEB 2020

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)

26. Service Member's Signature:

27. Date:

(b)(6)

(b)(6)

6 FEB 2020

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)

29. Service Member's Signature:

30. Date:

(b)(6)

(b)(6)

6 FEB 2020

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)

32. Counsel's Signature:

33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE

Supporting Directive MILPERSMAN 1910-402/404

NAVPER 1910/31 (Rev. 06-2015)

PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date:

31 AUG 89

1. From: Commanding Officer, Naval Station Norfolk

2. UIC: 00188

3. To:

(b)(6)

USN

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a)

Separation by Reason of Misconduct - Drug Abuse as evidenced by a NCIS report of (b)(6)

1910-146

(4b)

(4c)

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions)

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-168 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

6. To submit a written statement for consideration by separation authority.

7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)

9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.

10. To representation at an administrative board by civilian counsel at your own expense, if you have 8 or more years of total active or reserve military service.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.

FOR OFFICIAL USE ONLY
PRIVACY SENSITIVE

PAGE 1 OF 2

ADMINISTRATIVE SEPARATION PROCESSING NOTICE

Supporting Directive MILPERSMAN 1910-402/404

NAVPERS 1910/31 (Rev. 06-2015)

PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve, and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:

18. Address of Military Counsel:

19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)

YES

NO

NA

20. Do you intend to file an appeal?

☐☐☒

21. Do you request separation before your appeal is decided or time for appeal has passed?

☐☐☒

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")

22. Certifier's Name (Last, First, MI):

(b)(6)

(b)(6)

LT, USN

24. Date:

31 AUG 20

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)

(b)(6)

27. Date:

31 AUG 20

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)

(b)(6)

(b)(6)

30. Date:

31 AUG 20

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)

32. Counsel's Signature:

33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019) PREVIOUS EDITIONS ARE OBSOLETE

Supporting Directive MILPERSMAN 1910-402

NOTIFICATION PROCEDURE

Date: 16-Jan-2020

1. From: COMMANDER, NAVAL SURFACE FORCE ATLANTIC

2. UIC: N54095

3. To: (b)(6) USN

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) SEPARATION BY REASON OF MISCONDUCT - DRUG POSSESSION - Wrongful possession of cocaine and marijuana on or about 20 October 2019 as evidenced by Incident Report (b)(6) and NJP field 10 December 2019.

MPM 1910-146

(4b) MISCONDUCT - Drug Abuse - unlawful use of a controlled substance as evidenced by positive urinalysis for cocaine on 27 December 2019.

MPM 1910-146

(4c)

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

(b)(6)

6. To submit a written statement for consideration by separation authority.

7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board, if you have 6 or more years of total active and/or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)

9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and/or reserve military service.

10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active and/or reserve military service.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and/or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If selected, GCMCA or higher assumes separation authority responsibility.

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERs 1910/31 (Rev. 08-2019)

Supporting Directive MILPERSMAN 1910-402

PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE:

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve, and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:

18. Address of Military Counsel:

19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)

YES

NO

N/A

20. Do you intend to file an appeal?

☐

☐

☐

21. Do you request separation before your appeal is decided or time for appeal has passed?

☐

☐

☐

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")

22. Certifier's Name (Last, First, MI):

(b)(6)

24. Date:

16 Jan 2020

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI):

(b)(6)

26. Service Member's Signature:

(b)(6)

27. Date:

16 JAN 2020

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI):

(b)(6)

(b)(6)

30. Date:

16 JAN 2020

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)

32. Counsel's Signature:

33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2015)

Supporting Directive MILPERSMAN 1910-402/404
PREVIOUS EDITIONS ARE OBSOLETE

Date: 14 October 2020	
1. From: Commanding Officer, USS FARRAGUT (DDG 99)	2. UIC: 23150
3. To: (b)(6)	
<p>(4a) Separation by Reason of Misconduct - Drug Abuse -Member was arrested by (b)(6) Police in the Pass (b)(6) parking lot on 28SEP2020 where member had a BAC of 0.20. A search was conducted of member's vehicle which found marijuana and liquid codeine. -Guilty at CO's Mast of Violation of UCMJ Article 92, 112a, and 113 on 06OCT20</p>	
(4b)	1910-146
(4c)	
<p>Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).</p> <p>If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-108 is not a reason for administrative separation processing.</p>	
<p>5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)</p>	
<p>6. To submit a written statement for consideration by separation authority.</p>	
<p>7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)</p>	
<p>8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)</p>	
<p>9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.</p>	
<p>10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.</p>	
<p>11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.</p>	
<p>12. To general court-martial convening authority (GCMCA) review, if you have less than 8 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.</p>	

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ENCLOSURE (3)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPER 1910/31 (Rev. 08-2015)

Supporting Directive MILPERSMAN 1910-402/404
PREVIOUS EDITIONS ARE OBSOLETE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
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16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

20. Do you intend to file an appeal?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

22. Counsel's Name (Last, First, MI): (b)(6)	24. Date: 14 Oct 20
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I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI) (b)(6)	26. (b)(6)	27. Date: 14 OCT 20
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MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI) (b)(6)	29. (b)(6)	30. Date: 16 OCT 20
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COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

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Page 2 of 2

ENCLOSURE (3)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 06-2015)

Supporting Directive MILPERSMAN 1910-402/404
PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 18-May-2020

1. From: CAPT (b)(6) Commanding Officer, USS Monterey (CG 61)

2. UIC: 21450

3. To: (b)(6)

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) Misconduct - Drug Abuse, as evidenced by your positive urinalysis for THC on 16 March 2020

1910-146

(4b)

(4c)

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-165 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

☐ ELECT

☐ WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

6. To submit a written statement for consideration by separation authority.

7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)

9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.

10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.

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ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPER 1910/31 (Rev. 06-2015)

Supporting Directive MILPERSMAN 1910-402/404
PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.

14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.

15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.

16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel: NIA	18. Address of Military Counsel: NIA	19. Phone Number: NIA
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CIVILIAN CONVICTION/APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)	YES	NO	NIA
20. Do you intend to file an appeal?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")

22. Certifier's Name (Last, First, MI): (b)(6)	23. c(b)(6)	24. Date: 19 May 20
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MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI): (b)(6)	26. Service Member's Signature: (b)(6)	27. Date: 19 MAY 20
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MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI): (b)(6)	29. Service Member's Signature: (b)(6)	30. Date: 19 MAY 20
--	---	-------------------------------

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI): NIA	32. Counsel's Signature: NIA	33. Date: NIA
---	--	-------------------------

ADMINISTRATIVE SEPARATION PROCESSING NOTICE Supporting Directive MILPERSMAN 1910-402
NAVPERS 1910/31 (Rev. 08-2019) PREVIOUS EDITIONS ARE OBSOLETE

ADMINISTRATIVE BOARD PROCEDURE

Date: 09-Dec-2019

1. From: Commanding Officer (DDG 62)

2. UIC: 21824

3. To: (b)(6) USN (b)(6)

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

<p>(4a)</p> <p>SEPARATION BY REASON OF MISCONDUCT - DRUG ABUSE As evidenced by:</p> <ul style="list-style-type: none"> - Positive urinalysis from 16 Jul 19 - Positive urinalysis from 18 Sep 19 - Positive urinalysis from 10 Oct 19 	<p>1910-146</p>
<p>(4b)</p> <p>N/A</p>	<p>N/A</p>
<p>(4c)</p> <p>N/A</p>	<p>N/A</p>

Least Favorable Characterization of Service Possible is Under Other Than Honorable Conditions.

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)
6. To submit statements to the administrative board or to the separation authority in lieu of a board.
7. To obtain copies of documents that will be forwarded to the separation authority supporting the basis for the proposed separation. (Classified documents will be summarized in unclassified form.)
8. To request an administrative board. (Failure to appear without good cause constitutes a waiver of the right to be present at the administrative board.)
9. To representation at an administrative board by qualified counsel.
10. To representation at an administrative board by civilian counsel at your own expense.
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to a reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to Transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

(b)(6)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE

Supporting Directive MILPERSMAN 1910-402

NAVPERS 1910/31 (Rev. 08-2019)

PREVIOUS EDITIONS ARE OBSOLETE

ADMINISTRATIVE BOARD PROCEDURE (Continued)

ADDITIONAL NOTICE

- (b)(6)
2. If you commence a period of unauthorized absence subsequent to receiving this notice, the administrative separation processing may continue in your absence.
3. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 2 days from date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
- (b)(6)
14. For members who are reservists not on active duty: You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your designated mailing address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
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17. Name of Military Counsel:

18. Address of Military Counsel:

19. Phone Number:

CIVILIAN CONVICTION/ APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)

YES

NO

N/A

20. Do you intend to file an appeal?

☐☐☒

21. Do you request separation before your appeal is decided or time for appeal has passed?

☐☐☒

COMMAND CERTIFICATION (COMMANDING OFFICER OR BY DELEGATION)

22. Certifier's Name (Last, First, MI):

23. Certifier's Signature:

24. Date:

(b)(6)

COMMANDING OFFICER

(b)(6)

7 DEC 19

MEMBER CERTIFICATION (BY SERVICE MEMBER)

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI):

26. Service Member's Signature:

27. Date:

(b)(6)

(b)(6)

09 DEC 19

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI):

29. Service Member's Signature:

30. Date:

(b)(6)

(b)(6)

13 DEC 19

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI):

32. Counsel's Signature:

33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019)

Supporting Directive MILPERSMAN 1910-402
PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE	
Date: 07-Feb-2020	
1. From: Commander, Submarine Squadron 6	2. UIC: 55730
3. To: (b)(6)	
REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING	MILPERSMAN REFERENCE
(4a) Misconduct - Drug Abuse, as evidenced by Preliminary Inquiry of (b)(6)	1910-146
(4b)	
(4c)	
Least Favorable Characterization of Service Possible is General (Under Honorable Conditions)	
If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.	
YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)	ELECT <input type="checkbox"/> OR WAIVE <input type="checkbox"/>
5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)	(b)(6)
6. To submit a written statement for consideration by separation authority.	
7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)	
8. To request an administrative board, if you have 6 or more years of total active and/or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)	
9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and/or reserve military service.	
10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.	
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.	
12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and/or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.	

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ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019) PREVIOUS EDITIONS ARE OBSOLETE

Supporting Directive MILPERSMAN 1910-402

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve, and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION/APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)	YES	NO	N/A
20. Do you intend to file an appeal?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

COMMAND CERTIFICATION (COMMANDING OFFICER OR BY DIRECTION)

22. Certifier's Name (Last, First, MI): (b)(6) CDR By direction	23. Certifier's Signature: (b)(6)	24. Date: 2/6/2020
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MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI): (b)(6)	26. Service Member's Signature: (b)(6)	27. Date: 06 FEB 20
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MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI): (b)(6)	29. Date: 06 FEB 20
--	------------------------

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI):	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE

Supporting Directive MILPERSMAN 1910-402

NAVPERS 1910/31 (Rev. 08-2019)

PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 30 June 2020

1. From: Commanding Officer, Southeast Regional Maintenance Center

2. UIC: 4002A

3. To: (b)(6)

USN

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) Misconduct due to Drug Abuse
(positive urinalysis rec'd 29MAY2020, Tech Review fin Drug Lab rec'd 2JUN2020)

1910-146

(4b)

(4c)

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

6. To submit a written statement for consideration by separation authority.

7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)

9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.

10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.

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Page 1 of 2
Enclosure (2)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE

Supporting Directive MILPERSMAN 1910-402

NAVPERS 1910/31 (Rev. 08-2019)

PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
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17. Name of Military Counsel:

18. Address of Military Counsel:

19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)

YES

NO

N/A

20. Do you intend to file an appeal?

☐☐

(b)(6)

21. Do you request separation before your appeal is decided or time for appeal has passed?

☐☐

COMMAND CERTIFICATION (COMMANDING OFFICER OR BY DIRECTOR)

22. Certifier's Name (Last, First, MI):

(b)(6)

24. Date:

(b)(6)

CAPT, USN

30 JUN 20

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)

(b)(6)

26. Service Member's Signature:

27. Date:

(b)(6)

USN

01 JUL 2020

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)

29. Service Member's Signature:

30. Date:

(b)(6)

USN

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)

32. Counsel's Signature:

33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019)

Supporting Directive MILPERSMAN 1910-402

PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 25 May 2020

1. From: Commanding Officer, USS DWIGHT D. EISENHOWER (CVN 69)

2. UIC: 03369

3. To: (b)(6)

USN, XXX-XX(b)(6)

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) SEPARATION BY REASON OF MISCONDUCT - DRUG ABUSE - AS EVIDENCED BY YOUR USE OF MARIJUANA ON OR ABOUT 8 APRIL 2020.

1910-146

(4b)

(4c)

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions)

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

(b)(6)

6. To submit a written statement for consideration by separation authority.

7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)

9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.

10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.

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Page 1 of 2

ENCLOSURE (3)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019)

Supporting Directive MILPERSMAN 1910-402

PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION - (RESPONDENT INITIAL APPROPRIATE BLOCK)	YES	NO	N/A
20. Do you intend to file an appeal?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

COMMAND CERTIFICATION (COMMANDING OFFICER OR (b)(6))

22. Certifier's Name (Last, First, MI):
 (b)(6) LNC, USN, By Direction

24. Date:
 25 May 20

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI) (b)(6)	26. (b)(6)	27. Date: 25 May 20
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MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI) (b)(6)	29. (b)(6)	30. Date: 25 May 20
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COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

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Page 2 of 2

ENCLOSURE (3)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE Supporting Directive MILPERSMAN 1910-402/40
NAVPERS 1910/31 (Rev. 08-2016) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 03 April 2020
 1. From: Commanding Officer, Assault Craft Unit TWO 2. JIC: 53210
 3. To: (b)(6) USN, XCCC (b)(6)

REASON FOR ADMINISTRATIVE SEPARATION PROCESSING

(4a)	Separation by reason of Misconduct - Drug Abuse as evidenced by positive urinalysis results, Navy Drug Lab report on 06 February 2020 (LAN (b)(6))	1910-146
(4b)		
(4c)		

Least Favorable Characterization of Service Possible to General (Under Honorable Conditions)

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-165 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO SEVERAL RIGHTS (INITIAL APPROPRIATE BLOCKS)

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)
6. To submit a written statement for consideration by separation authority.
7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)
8. To request an administrative board, if you have 8 or more years of total active and/or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)
9. To representation at an administrative board by qualified counsel, if you have 8 or more years of total active and/or reserve military service.
10. To representation at an administrative board by civilian counsel at your own expense, if you have 8 or more years of total active and/or reserve military service.
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.
12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and/or reserve military service. GCMCA staff members' cases must be forwarded to another officer (having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.

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ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2015)

Supporting Directive MILPERSMAN 1910-402/404
PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION OF SEPARATION PROCESSING NOTICE
ADMINISTRATIVE NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN COUNSEL OR APPEAL - INFORMATION (RESPONDENT INITIALS REQUIRED)	YES	NO	NA
20. Do you intend to file an appeal?	<input type="checkbox"/>	<input type="checkbox"/>	(b)(6)
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input type="checkbox"/>	<input type="checkbox"/>	

22. Certifier's Name (Last, First, MI): (b)(6)	24. Date: 4/3/2020
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MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI): (b)(6)	26. Service Member's Signature: (b)(6)	27. Date: 03 APR 20
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MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI): (b)(6)	29. Service Member's Signature: (b)(6)	30. Date: 03 APR 20
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COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI):	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE Supporting Directive MILPERSMAN 1910-402/404
NAVPER 1910/31 (Rev. 06-2015) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 26-Mar-2020

1. From: COMMANDING OFFICER, USS CARL VINSON (CVN 70)

2. UIC: 20993

3. To: (b)(6) USN

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) Separation by Reason of Misconduct - Drug Abuse as evidenced by your positive urinalysis for marijuana dtd 3 March 2020.

1910-146

(4b)

(4c)

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

(b)(6)

6. To submit a written statement for consideration by separation authority.

7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)

9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.

10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

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ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 06-2015) PREVIOUS EDITIONS ARE OBSOLETE

Supporting Directive MILPERSMAN 1910-402/404

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
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15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)	YES	NO	N/A
20. Do you intend to file an appeal?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")

22. Certifier's Name (Last, First, MI): (b)(6) LNC, USN, BYDIRCO	23. Date: (b)(6)	24. Date: 26 MAR 20
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MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI): (b)(6) USN	26. Service Member's Signature: (b)(6)	27. Date: 28 MAR 20
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MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI): (b)(6) USN	29. Service Member's Signature: (b)(6)	30. Date: 29 MAR 20
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COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI):	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE Supporting Directive MILPERSMAN 1910-402/404
NAVPERS 1910/31 (Rev. 06-2015) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 23-Jan-2020

1. From: Commanding Officer, Naval Medical Center San Diego, California 2. UIC: 00259

3. To: (b)(6) U.S. Navy, XXX-XX(b)(6)

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING **MILPERSMAN REFERENCE**

(4a)	Separation by reason of Misconduct - Drug Abuse as evidenced by positive urinalysis results for Tetrahydrocannabinol (THC) dated 28 October 2019.	1910-146
(4b)	N/A	
(4c)	N/A	

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK) **ELECT** **WAIVE**

- To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.) (b)(6)
- To submit a written statement for consideration by separation authority.
- To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)
- To request an administrative board, if you have 6 or more years of total active and or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)
- To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.
- To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.
- If applicable, to request transfer to Fleet Reserve/Retired/Relieved Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Relieved Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.
- To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.

FOR OFFICIAL USE ONLY
 PRIVACY SENSITIVE

ENCLOSURE (4)
 Page 1 of 2

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 06-2015)

Supporting Directive MILPERSMAN 1910-402/404
PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)	YES	NO	N/A
20. Do you intend to file an appeal?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

COMMAND CERTIFICATION (COMMANDING OFFICER OR KEY DIRECTION)		
22. Certifier's Name (Last, First, MI): (b)(6) By direction	23. Certifier's Signature: (b)(6)	24. Date: 23 JAN 20

MEMBER CERTIFICATION		
I ACKNOWLEDGE RECEIPT OF THIS NOTICE.		
25. Service Member's Name (Last, First, MI): (b)(6)	26. Service Member's Signature: (b)(6)	27. Date: 23 JAN 20 (b)(6)

MY RESPONSE TO THIS NOTICE IS COMPLETE.		
28. Service Member's Name (Last, First, MI): (b)(6)	29. Service Member's Signature: (b)(6)	30. Date: 23 JAN 20

COUNSEL CERTIFICATION (IF APPLICABLE)		
31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date: